

# TIPS TRAINING

## Next Training – Fall 2010

April 1, 2010

Dear Manager,

The West Des Moines Police Department will again be hosting the alcohol training program TIPS (Training for Intervention ProcedureS) for local liquor license holders and their employees. We would like to invite you to sign up for a training class for your employees to teach servers and sellers of alcohol how to prevent underage sales, intoxication, drunken driving and how to understand Iowa driver's license and other identification.

On-premise training will be offered to establishments that serve alcoholic beverages on the property and it is a five hour training course. Off-premise training will be offered to establishments that sell unopened alcoholic beverages. It is a three and a half hour training course.

The TIPS training offered by the West Des Moines Police Department, may be used by a licensee for a limited period as an affirmative defense against civil penalties for alcohol sales to minors.

Please make every effort to sign up your employees for one of the training sessions. **The training will cost \$20.00 per person (non-refundable) and must be paid one week prior to the date of training. NO CASH will be accepted.**

**All participants need be at the class on time.** Sign up for participants is on a first come basis. If a class does not have at least 10 participants (from multiple businesses or one business) one week prior to the scheduled class it will be cancelled. **Walk-ins are not accepted.** Registrants will not be able to transfer to other classes without paying for the class slot or contacting me prior to the class.

**Fill out the enclosed form with your payment.** All training will be held at the West Des Moines Police Department's Law Enforcement Center in the training room. Please address the check to "West Des Moines Police Department" and note on the envelope "Attn: Officer Zaglauer re TIPS".

**The registration will not be valid until payment is received.**

**Registration Deadline is one week prior to scheduled class due to the ordering of books.**

**June 15, 2010**

5:00 pm-10:00 pm on-premise training

**June 16, 2010**

6:00 pm-9:30 pm off-premise training

Sincerely,

*Officer Zaglauer*

Senior Police Officer Tanya Zaglauer  
Community Education/Outreach  
West Des Moines Police Department  
515-222-3333  
515-222-3331 fax  
tanya.zaglauer@wdm-ia.com